

Internal Audit's Control Bulletin for Management



January 2003

G O T

SAFETY



CONTROLS ?

County Accidents Prior to Culture Change

1983 - An employee was hit while loading cones into a truck. He almost lost his legs.

1988 - An employee was hit with an angle iron ladder from a passing vehicle while wearing his hard hat. He lived, but his hard hat had a 3 inch crack.

1993 - Employee dies after being run over by a County vehicle.



Results of accident investigations found all of these incidents to be preventable.

The establishment of a safety program has been crucial in reducing accidents and losses. For example, there was an 11.1% reduction in number of workers compensation claims for fiscal year 2002. Also, workers compensation payments and reserves were reduced by \$28,655.



Maricopa County employees can contact the Safety Office at:

602-506-8601 (confidentially)

or

EBC or County website.

Safety: The Way We Work

The Safety Division has evolved. Twenty years ago departments saw Safety as the "OSHA Cop", but now, we're viewed as a consultant and process improver. We are responsible for loss prevention, hazardous materials management, County, fleet and heavy equipment safety, safety analysis and training.

The County has high efficiency and high production goals. But we also need a high

safety work record, where no one is injured. To do this, we need to change the work culture to a safety culture by incorporating safety requirements into productivity and quality initiatives.

Employers are responsible for providing a safe work environment free from known hazards. County employers are Board of Supervisors, County Administrative Officer, elected officials, and front-line supervisors.

The County has a heavy industry trade where one can see potential

accidents. Other potential accident areas are Sheriff's law enforcement, laundry, and food processing facilities. Also, Parks & Recreation, which has labor work, law enforcement, and heavy machinery.



Bill Warren
Safety Manager

The County has developed a management system to measure safety. This safety system asks every level of management (executive and middle) and their employees to:

1. **Define**—document actual tasks, training, and inspections.
2. **Measure**—determine what tasks to measure and what loss prevention steps for employees to do.
3. **Reward**—tie the employee evaluation through the performance evaluation to safety goals.

Safety management must be part of the employee performance plans in order to effectively control losses to both humans and physical resources.

Managers, supervisors, and employees must believe in safety and that every job can be done safely.



"If someone is out for 30 days, who covers their work and at what cost?"

Did You Know that the Safety Division...

- Offers safety training classes including the START (Supervisor Training in Accident Reduction Techniques) program.
- Has over 400 safety related videos that personnel or departments can view.

Contact Internal Audit for internal control support at (602) 506-1585